

MUNICIPAL COURT OF COLUMBUS
P. O. BOX 1340
COLUMBUS, GEORGIA 31902
(706) 653-4378

PROCEDURES FOR PETITION FOR WRIT OF POSSESSION

STEP 1

Defendant will have 14 days after the date of service to file an answer (dispute), return the merchandise or pay the account up to date.

STEP 2

If there is no response from the Defendant within 14 days after the service date, the 15th day the Petition for Writ of Possession will be sent to the Judge's office for the Judge to sign the order.

STEP 3

After the Judge signs the order, the writ will be forwarded to the Marshal's Department. The Deputy will contact you to set up a time and date to execute the writ, (pick up merchandise).

FORMS NEEDED:

- 3 Cover Sheets (Petition for Writ of Possession)
- 3 Summons
- 3 Petitions for Writ of Possession
- 3 Copies of the Contract
- 2 Orders
- 1 Writ of Possession

NOTE: For Two (2) Defendants, **YOU WILL NEED FIVE (5) COPIES OF EVERYTHING EXCEPT THE ORDER AND THE WRIT OF POSSESSION.**